

UNDERGROUND INJECTION CONTROL (UIC)
INSTRUCTIONS FOR COMPLETING THE
GENERAL APPLICATION FOR A UIC PERMIT TO OPERATE
DRAINAGE INJECTION WELL
(July 2003)

Attached are instructions for completing the general application for a drainage injection well (DIW). The listed instructions correspond to the numbered items in the application.

The DIW application is used for new drainage injection well construction, or to modify a drainage injection well in use, or to revise certain UIC permit conditions if a UIC permit has already been issued.

Do not use the general application to file for permit renewal, change of owner/operator, or to register an existing drainage injection well. Instead, obtain the appropriate application forms for these actions.

All items must be accurately and completely answered. An inaccurate or incomplete application is not acceptable. If an item does not apply, please enter "Not Applicable" to show that the item was given consideration.

The services of a professional consultant are typically necessary to complete and service the application throughout the permitting process. Professional services enhance efficient processing.

The DIW application to construct a new injection well must be submitted under the signature of a geologist or professional engineer. If the DIW application is for an injection well modification or permit revision, the signatures may not be required. However, the services of a qualified environmental consultant, such as an engineer or geologist, to complete and service the application are recommended.

The DIW application should be submitted six (6) months before the anticipated date of injection well construction. Six months accommodate evaluation, corrections, public notice, and inspection activities.

An approval to construct and test the drainage injection well is issued by departmental letter after the application is satisfactorily processed.

Construction of a drainage injection well is followed by injection testing. Injection test results, geologic logs, and other information as requested must be submitted collectively as a final engineer/geologist report. A UIC permit to operate the drainage injection well is issued after the final report is satisfactorily completed. (The UIC permit is a document of approximately 23 pages and contains monitoring and reporting requirements and permit conditions.)

If the project site is located mauka (inland) of the UIC line, submit two complete copies of the DIW application. The second copy will be used for public notification.

A \$100 filing fee payable to the State of Hawai'i is required. Government agencies are fee exempt.

Questions can be directed to either Jaime Rimando, Norris Uehara, or Chauncey Hew at the Safe Drinking Water Branch. Please call 808-586-4258 (Honolulu) or call toll free: Kaua'i 274-3141 ext. 64258; Maui 984-2400 ext. 64258; Big Island 974-4000 ext. 64258; Molokai and Lana'i 1-800-468-4644 ext. 64258.

UIC DRAINAGE INJECTION WELL
APPLICATION INSTRUCTIONS
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1. Provide the full facility name. This name will appear on all correspondence, official files, and the UIC permit.
2. Check the appropriate box and provide a complete description of the facility. Facilities that use drainage injection wells vary widely. For example, if the facility is a residential subdivision, the facility's description should at least contain the total project area, total number of lots, range of lot sizes, type of subdivision and zoning, number of roadways, and areas generating rainfall runoff.
- 3a. Enter a street number and name. If no number is available, then give street boundaries and approximate dimensions of the parcel, and the location of the parcel relative to street boundaries.
- 3b. Provide a map of the entire island with the project location highlighted. A simple map will suffice such as the type found in textbooks that show an entire island on one page, and can be photocopied on an 8-1/2" x 11" sheet.
- 3c. Provide a copy of the TMK map showing TMK numbers and the exact location of the drainage injection well(s) and well numbers. Highlight the injection well(s). Provide Division, Zone, Section, Plat, and Parcel numbers.
- 3d. Provide a site plan of the facility showing the injection well(s) with pertinent details.
- 3e. Provide a copy of the 1:24,000 scale USGS map: this is the 7-1/2 minute quadrangle map. The entire quadrangle map is not necessary, but give a portion large enough to identify the surrounding areas and surrounding pertinent features. Plot on the map every drinking water well or source, within a 1/4 mile radius of the facility.

Recommendation: plot the nearest drinking water well(s) even if it is more than 1/4 mile away. Remember, one of the primary concerns of UIC is the location of drinking water wells in proximity to an injection well.

Maps showing drinking water wells are located at:

(1) Safe Drinking Water Branch, State agency, Oahu;

Department of Health

(2) Commission on Water Resource Management, Department of Land & Natural Resources State agency, Oahu;

(3) Department of Water Supply County agency.

The extent of current information may vary between agencies.

- 3f. Provide the latitude and longitude of the drainage injection well as plotted on the 7-1/2 minute quadrangle map. For a system of drainage injection wells, provide a latitude and longitude of a representative point which is central to all drainage injection wells.

Drainage injection wells that are situated far apart from one another may require separate permits instead of a single permit.

List coordinates to the nearest second. Remember, every second changes your map distance by about 95 feet in longitude and 100 feet in latitude.

Please use the Old Hawaiian Datum (similarly, NAD 27). (The UIC maps are based on the Old Hawaiian Datum.)

4. Provide the name and address of the person, company, or corporation that owns the drainage injection well.
5. Provide the name and address of the business operator of the drainage injection well. (The operator is often the owner of the injection well. The operator is not a service-provider contractor.)
6. Provide the name, position, company, address and telephone number of the person legally responsible for the drainage injection facility. All UIC correspondence will be made to this person.
7. Check the appropriate box to describe the facility's interest in the land on which the facility is built. Fee simple refers to direct ownership. Leasehold refers to a lease agreement between the facility and the fee simple owner of the property.
8. Provide the requested information about the consultant who is servicing the application. For professional engineers, affix the P.E. stamp. For construction of a new drainage injection well, the consultant must be a geologist or profession engineer. Having the same consultant service the application

from start (planning & designing) to finish (submitting the final engineering & geological report) is recommended.

9. & 10.

Provide the requested information. Please call the UIC program if questions arise.

11. Describe the injection well construction method. Typical construction methods are rotary drilling, percussion, excavating, or combinations thereof.

12. Provide a description of the injection test. The data obtained from this test must be used by the applicant to complete the engineering/geological report for a UIC permit.

13. Without the \$100 filing fee, the UIC application is not complete. Please make checks payable to the State of Hawai'i. Governmental agencies are fee exempt.

14. Fill in the current date. This date should typically coincide with the date on the Signatory and Certification Statement.

15. Diagram For Drainage Injection Well Dimensions:

Complete the diagram by answering all the blanks. Do not just refer to an attachment diagram unless the attachment diagram has equivalent details that are purposefully organized and explicitly clear.

16. Signatory and Certification Statement:

This statement must bear the original signature and identity of the applicant. This signature usually corresponds to the person described in item No. 6. Please remember to date this statement (see item no. 14).